**Redesign Board Workshop 10.10.17, CR 1 and CR 2, HQ**

**Agenda**

1. **Welcome and apologies**
2. **Action note from workshop 19.9.17 -**  attached

Matters arising – Face to face communications with staff: Members are asked to note that Cllr Lobban, Cllr Caddick and John Gibson from the Board participated in the management briefings held on 27th and 28th September. Dates are now being set for the local briefings from end October to December and Members will receive invites to attend those in or close to their Ward.

1. **Project catalyst** - presentation from Michael Kelly (Corporate Improvement Project Manager) and Steve Cirell (APSE consultant) on the draft business case for discussion with Board Members. Any recommendation from the Board to the Council will require consideration at a formal Board meeting. This can be scheduled for 17th October to enable consideration at Council on 26th October.
2. **Redesign reviews**:
   1. **Draft scoping report** **on grey fleet** attached - to be presented by Caroline Campbell, Cllr Louden, Cllr Gray
   2. **Verbal up-date on the music tuition review –** Cllr Davidson, Cllr Cockburn
   3. **Verbal up-date on the commissioned preventative services review** – Cllr M Smith, Cllr Jarvie
   4. **Waste review**
      1. Up-date of the review actions presented by Andy Summers, Head of Environmental and Amenity Services, briefing paper to follow.
      2. Lean review on waste collection billing and recovery by the Lean team.
   5. **Review on school lets (Cr1)**
      1. School lets booking process- showcase of the lean project so far from the team - Phil Tomalin, Moira Greene, Anne McLean, Shona Macrae, Evelyn Miller and Mike Kendrick
      2. Phil Tomalin (Change Project Manager) and Finlay MacDonald (Head of Property) will present the paper attached for discussion on the pricing and availability of school lets.
3. **Draft communications plan for discussion –**  to follow
4. **Progress report to Council meeting in October** – verbal up-date on proposed content
5. **AOB**